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Hurricane Preparation Guide 2020

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Dear Residents,

As you are aware, our Hurricane season runs from June 1 to November 30. A Hurricane is a dangerous storm and poses a serious threat, requiring you to take proper precautions. In order to assist you in protecting your family and your property, here are a few items to consider.

Once a Hurricane watch/warning has been issued, the Management/Maintenance Staff will secure the building, executing the final mechanical protocols. Several important key points are listed below.

1. The parking garage arms will be secured and locked in the open position. The electricity to the building will remain on; however, area power outages may occur. In the event of a power outage, emergency power will be provided by generator, ***which will provide emergency lighting only. The generator does not provide any lighting or electrical to individual units.***

2. Balconies- It is ***MANDATORY*** to remove all items (furniture, plants, etc.) from your balcony in preparation for the storm. All items ***MUST*** be removed. Items will become airborne and cause damage.

3. Valet service and staff will be limited before, during and after the storm. Management will send an email with additional information regarding valet service prior to the storm making landfall.

4. The four main building mechanical systems (*HVAC, Pool Equipment, Domestic Water Pumps, and Elevators*) will be shut down to protect them from storm damage and to ensure their operation after the storm has passed.

A. <u>HVAC and Domestic Water Pump</u>

Power will be turned off to the cooling towers and pump motors, by turning off all breakers on the panel to the circulating pumps. ***YOUR UNIT AND ALL COMMON AREAS WILL HAVE NO AIR CONDITIONING.*** This will be done in order to protect the equipment from damage and to

protect the pump motors from burning due to lack of water circulation during the following occurrences: loss of electrical power, high winds, and broken pipes.

B. Pool Equipment

The power to all pool equipment and exterior fountains will be turned off. The level of water in the pool will be lowered.

C. Elevators

Elevators will be parked on upper floors and secured with doors shut. The power to the equipment will be disconnected at the switch in the machine room before any power failure occurs. All vents and opening at the top of the hoist way will be tightly closed to prevent water from entering the elevator shaft. The door to the elevator room will be secured so that it cannot be easily opened.

D. Generator- In the event of a total power loss in the building, the emergency generator will supply limited power to one (1) of the four (4) Elevators. All common area lighting will be switched to emergency power (every other light) in the hallways and stairwells. Lastly, the generator will supply power to two (2) out of four (4) domestic water pumps. The generator will continue to run for a limited time frame, provided by the maximum amount of fuel storage.

We appreciate your time and cooperation during this year's hurricane season. As always, feel free to contact our office at (786) 364-3685 should you have any questions or concerns.